



Commission on Teacher Credentialing

1900 Capitol Avenue Sacramento, CA 95811 (916) 324-8002 Fax (916) 324-8927 www.ctc.ca.gov

Professional Services Division

May 20, 2009

Lisa Porshe-Burke, President
Phillips Graduate Institute
5445 Balboa Blvd.
Encino, CA 91316

Dear President Porshe-Burke:

I am writing to inform you that on May 13, 2009, the Committee on Accreditation, on behalf of the Commission on Teacher Credentialing, took action to change the accreditation status of Accreditation with Technical Stipulations placed on Phillips Graduate Institute to *Accreditation with Major Stipulations*.

Following are those stipulations still to be met:

- That the unit provide written materials describing admission requirements for the school counseling and school internship programs. The unit must provide documentation regarding the steps which school psychology and school counseling internship candidates must take to complete a counseling or psychology credential.
- That the unit provides evidence that the school counseling program is coordinated effectively in accordance with a cohesive design that has a cogent rationale
- That a focused re-visit take place six months from the date of this letter, focusing on the two stipulations above.

In the event Phillips Graduate Institute does not respond appropriately to the stipulations according to the timeline set by the Committee on Accreditation, Phillips Graduate Institute will be brought back to the COA for consideration of *Denial of Accreditation*.

1. On the basis of this decision, the institution is authorized to recommend candidates for the following Credentials:
 - Pupil Personnel Services Credential
School Counseling Credential
School Counseling Internship
 - Child Welfare and Attendance
 - School Psychology Credential
School Psychology Internship

2. In addition:

- The institution's response to the preconditions is accepted.
- Phillips Graduate Institute is permitted to propose new credential programs for approval by the Committee on Accreditation.
- Phillips Graduate Institute continues in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

Should you or your staff have any questions relating to this action, you may address them to Teri Clark, Administrator of Accreditation, at (916) 323-5917.

The Commission and its staff are grateful to Phillips Graduate Institute for its commitment to the preparation of professional educators.

Sincerely,

Dale A. Janssen
Executive Director

cc: Maria Elena Tostado, Dean
Education/School Counseling Department

Caleb Cheung, Chair

DJ/LB/TC/ta